

Altoona WI School District (BEN 133351)  
 471 #161007361 (for FY 2016)  
 FRN #1699010218

### Summary Timeline of Actions Related To the COMAD

Below is a timeline showing the major actions related to this COMAD. Many or all of the background documents used for this timeline are available in EPC but let the district know if you want any further information not found in EPC. (District contact: Mark Scheppke, Technology Coordinator, School District of Altoona, 1903 Bartlett Avenue, Altoona, WI 54720. Email: [mscheppke@altoona.k12.wi.us](mailto:mscheppke@altoona.k12.wi.us); Voice 715-839-6168.)

Date	Action	Comment
11/28/2016	Original Funding Commitment Decision Letter received	The fiber was already installed and lit at this time servicing the new elementary school.
1/30/2017	BEAR filed by district	
3/22/2017	BEAR notification letter received	Reimbursement of \$34,918.09.
4/14/2017	USAC emails additional fiber questions to district	District staff did not see this email and thus missed the 5/1/2017 reply deadline. However, the questions in the 4/14/2017 email were the <b>same questions</b> the district answered previously as part of the regular application review process.
11/20/2017	COMAD letter received	Letter seeks recovery of the \$34,918.09. Explanation for COMAD says: "Failure to timely respond to the Administrator's request for information." (This was the district's failure to respond to the 4/14/2017 email.)
12/14/2017	District filed appeal of COMAD (appeal # 86532)	Appeal says the 4/14/2017 email was inadvertently missed in part because the E-Rate process for this funding request was completed and thus the district was not looking for further USAC action on it. The district apologized for not responding within the 2-week period but believed it had complied with and completed all required actions for this funding request.
4/16/2018	USAC issues Revised Funding Commitment Decision Letter	The 4/16/2018 revised FCDL denied the 12/14/2017 appeal. USAC claims the 12/14/2017 appeal was filed more than 60 days after the date of the district's funding decision letter and the BEAR Notification Letter issued on March 22, 2017. This is a USAC error because the 12/14/2017 appeal was to appeal the 11/20/2017 COMAD letter, not the initial decision letter or the BEAR form. The appeal was filed on 12/14/2017, well within the 60 days following the 11/20/2017 COMAD.  USAC Customer Support was contacted and acknowledged that the 4/16/2018 revised FCDL denying the 12/14/2017 appeal was

		based on USAC incorrectly identifying the reason. USAC advised the district to appeal the 4/16/2018 decision. <sup>1</sup>
4/23/2018	District files appeal of USAC Revised Funding Commitment Decision Letter received 4/16/18 (appeal # 94625)	Based on above USAC acknowledgement that it made a mistake and USAC's advice that the district appeal, the district appealed USAC's 4/16/2018 Revised FCDL on 4/23/2018. Appeal stated that USAC's Revised FCDL was based on a the district's initial funding letter or the BEAR filing which are not in any way related to the district's initial appeal of 12/14/2017.
7/25/2018	USAC issues (another) Revised Funding Commitment Decision Letter	The revised FCDL denies the 4/23/2018 appeal saying that USAC's "records show that your appeal was filed more than 60 days after the date your decision letter was issued. Your appeal was filed on 04/23/2018. The Commitment Adjustment Letter was issued on 11/20/2017." This Revised FCDL correctly identifies that the COMAD is the issue of the initial appeal filed on 12/14/2017. But USAC is in error because it missed the fact that the 4/23/2018 appeal was based on appealing the Revised FCDL of 4/16/2018. Thus the 60 day filing timeline to appeal started on 4/16/2018, not when the COMAD was issued on 11/20/2017. Furthermore, the district's 4/23/2018 appeal was based on USAC advice.

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<sup>1</sup> In 4/23/18 correspondence to Mark Scheppke (Altoona IT director) USAC staff said, "The appeal that the school district filed on this decision was on 12/14/2017, which is not more than 60 days after the commitment adjustment letter was received. I am sorry to inform you that you will need to appeal again letting them know you were appealing the commitment adjustment letter not the BEAR notification letter. I will escalate this issue as a concern case due to they miss read your appeal and that no one contacted you."